Sage AR Automation Webinar

25th February 2025

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Agenda

- Features
- Enhancements
- Legacy to React migration

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Features

- Enhanced onboarding process for Fortispay Payment Merchant
- Global set up for Merchant and Webhook

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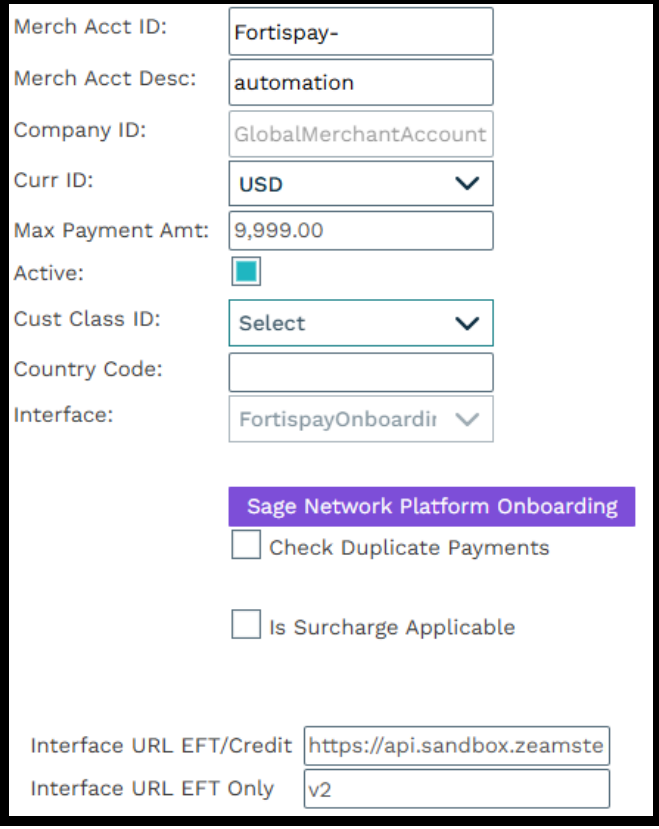
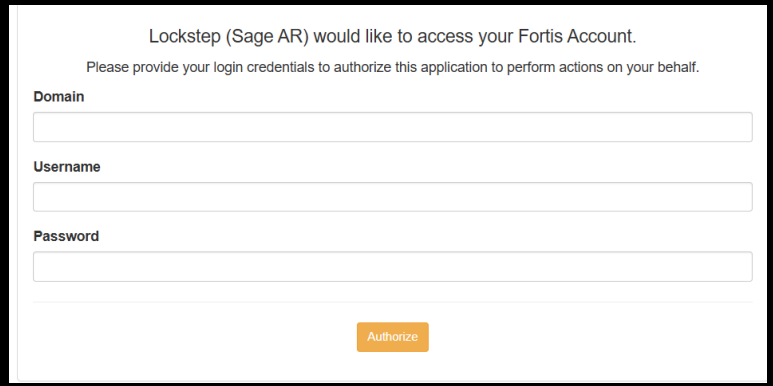
Enhanced onboarding process for Fortispay Payment Merchant

This feature enables the users to add merchant accounts for Fortispay through better onboarding process. During onboarding, users must provide domain, username, and password, while all other account related credentials will be automatically imported from Fortispay into SARA application.

Functional Flow

- Navigate to company page.
- Click on target company.
- Add merchant account setup by selecting “Fortispay Onboarding” option in dropdown.
- Click on “Sage Network Platform Onboarding” button.
- Provide Domain, Username and Password of your Fortispay account.
- Save the merchant account setup.





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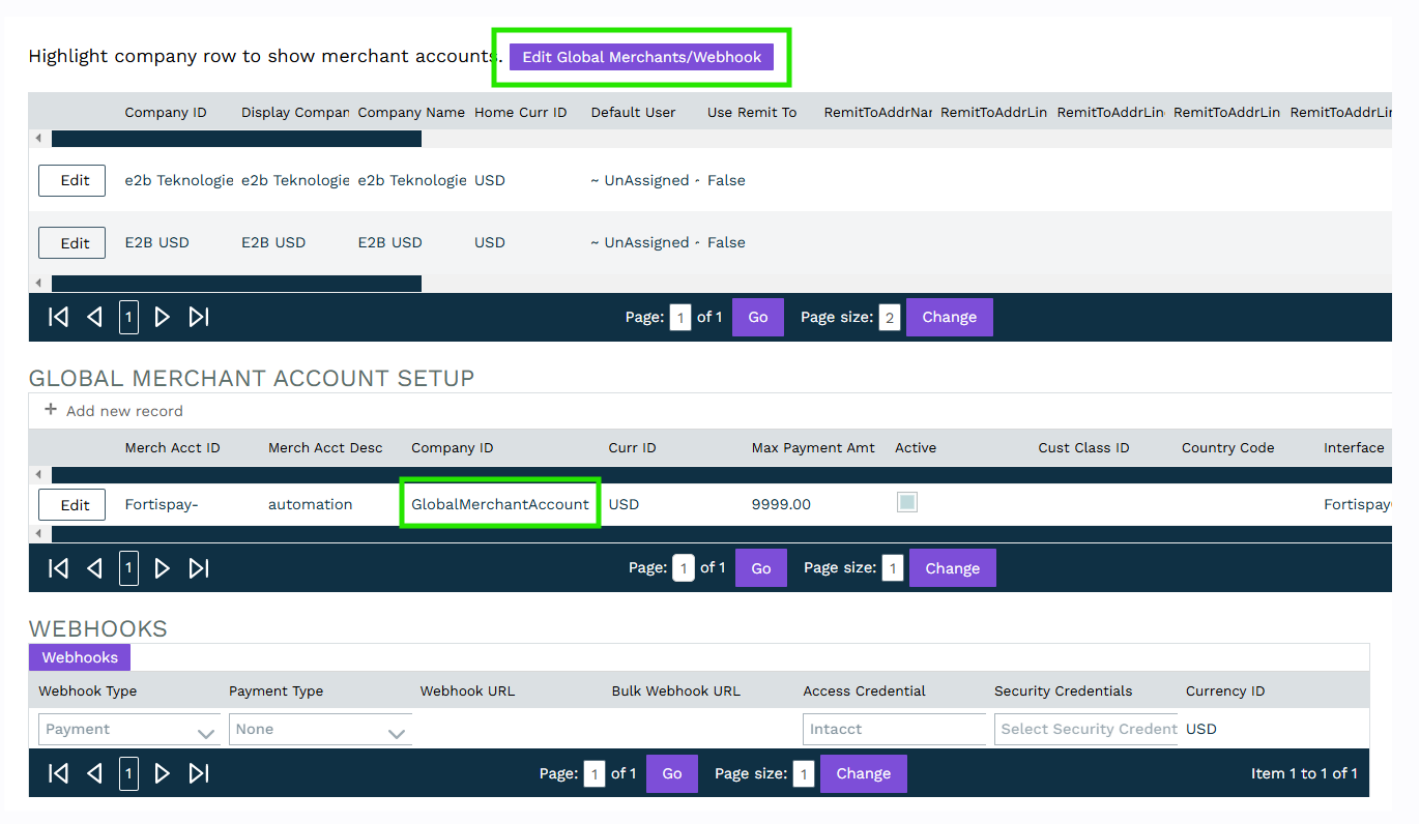
Global Set Up For Merchant Account and Webhook

This feature allows users to add merchant accounts and webhooks at the global level, making them available across all companies listed on the company page.

However, if a merchant account or webhook is configured at the company level, the company-specific settings will take precedence, and the global settings will be ignored.

Functional Flow

- Click “Edit Global Merchants/Webhook” button.
- Add merchant account setup and webhook.



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Enhancements

Surcharge Transactions Enhancements

- The status of surcharge transactions has been enhanced and aligned with the actions taken for invoice payments
  - Status of surcharge record in Interpayments portal will get updated as cancelled when user changes payment method from CC to ACH
  - Status of surcharge record in Interpayments will get updated as cancelled when user de-selects invoice before making payment on payment popup.
- Surcharge Percentage will be displayed for payments
- Surcharge is calculated based on the latest payment amounts entered

Payment Method Enhancement

- Payment method drop down will reflect credit card last four digits if Nickname is not added while creating the payment method.

Communication Template Enhancement

- Communication Template Can not be made Inactive if it is used in Credit Class

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Use Case 1 Payment Method changed from CC to ACH

When CC payment method is selected

New Activity | Payment | Filter | Export To Excel | Refresh | Best Fit | View Settings | Freeze Columns

TOTAL OF SELECTED TRANSACTIONS 198.00 ADDITIONAL PAYMENT 0.00 DISCOUNTED AMOUNT 3.96 PAYMENT AMOUNT 194.04 TRANSACTION FEE 5.55 TRANSACTION PERCENTAGE 2.86

USD

Payment Method cc Edit Payment Methods

Make a Payment

Cancel

Pmt Note

NOTICE: THERE MAY BE A TRANSACTION FEE APPLIED TO COVER CREDIT CARD PROCESSING COSTS.

Filter | Refresh

ID	History	Status	Total	Fee	Base	Expected
+ STxId: 4jgggxwim1m9orqz79irnnoqo MTxId: invoiceid: s100118537.001 - timestamp: 2025-02-17t08:48:58.4421764z	Created: 2:18:58 pm Last Updated: 2:18:58 pm	Assigned	$194.04	$5.55	$4.63	$4.93

When EFT(ACH) payment method is selected

New Activity | Payment | Filter | Export To Excel | Refresh | Best Fit | View Settings | Freeze Columns

TOTAL OF SELECTED TRANSACTIONS 198.00 ADDITIONAL PAYMENT 0.00 DISCOUNTED AMOUNT 3.96 PAYMENT AMOUNT 194.04 USD

Payment Method ach Edit Payment Methods

Make a Payment

Cancel

Pmt Note

ID	History	Status	Total	Fee	Base	Expected
+ STxId: 4jgggxwim1m9orqz79irnnoqo MTxId: invoiceid: s100118537.001 - timestamp: 2025-02-17t08:48:58.4421764z	Created: 2:18:58 pm Last Updated: 2:18:58 pm	Cancelled	$194.04			$4.93

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Use Case 2: When Invoice is de-selected

TOTAL OF SELECTED TRANSACTIONS 198.00 | ADDITIONAL PAYMENT 0.00 | DISCOUNTED AMOUNT 3.96 | PAYMENT AMOUNT 194.04 | TRANSACTION FEE 5.55 | TRANSACTION PERCENTAGE 2.86

USD

Payment Method cc | Edit Payment Methods

Make a Payment | Cancel

Pmt Note

NOTICE: THERE MAY BE A TRANSACTION FEE APPLIED TO COVER CREDIT CARD PROCESSING COSTS.

	Invoice	TranType	Display	Invoice Date	Due Date	PaySched	Payment Amount	Amount	Balance	CurrID	Days Past Due	View Activities	View Applications	Reason Code	InDispute	TotalPendPmt	Consolidat
						Clear									Clear		
	S100118528.002	CM		1/15/2025	3/2/2025			-22.50	-13.59	USD	-13	0 Activities	1 Applications			-8.910	
	S100118529.002	CM		1/15/2025	3/2/2025			-22.50	-22.50	USD	-13	0 Activities	0 Applications			0.000	
	S100118530.002	CM		1/15/2025	3/2/2025			-90.00	-90.00	USD	-13	0 Activities	0 Applications			0.000	
	S100118531.002	CM		1/15/2025	3/2/2025			-112.50	-112.50	USD	-13	0 Activities	0 Applications			-337.500	
	S100118532.002	CM		1/15/2025	3/17/2025			-67.50	-67.50	USD	-28	0 Activities	0 Applications			0.000	
	C000094404.001	CR		1/16/2025				-41.00	-41.00	USD	0	0 Activities	0 Applications			0.000	
	S100118535.001	IN		1/17/2025	3/19/2025			153.00	-27.00	USD	-30	0 Activities	4 Applications			0.000	
	S100118537.001	IN		1/17/2025	3/19/2025		198.00	198.00	198.00	USD	-30	0 Activities	0 Applications			602.120	

ID	History	Status	Total	Fee	Base	Expected
STxId: 4mpa3ow63p20sxnyqcb16yz28 **MTxId:** invoiceid: s100118537.001 - timestamp: 2025-02-17t08:59:09.4772510z	**Created:** 2:29:09 pm **Last Updated:** 2:29:09 pm	Assigned	$194.04	$5.55	$4.63	$4.93

Filter | Refresh

	ID	History	Status	Total	Fee	Base	Expected
+	**STxId:** 4mpa3ow63p20sxnyqcb16yz28 **MTxId:** invoiceid: s100118537.001 - timestamp: 2025-02-17t08:59:09.4772510z	**Created:** 2:29:09 pm **Last Updated:** 2:29:09 pm	Cancelled	$194.04			$4.93

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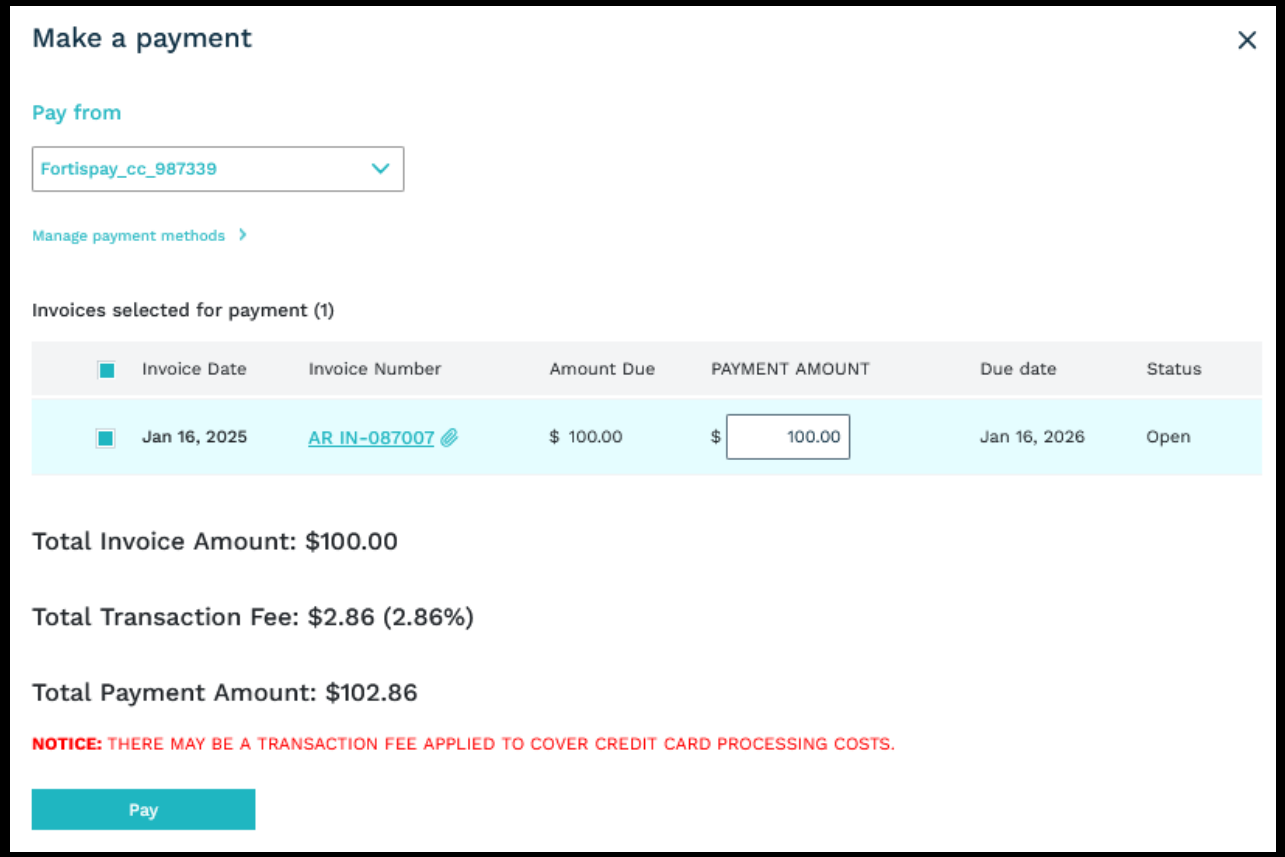
Surcharge Percentage Displayed For A Transaction

Surcharge % will be displayed along with the amount of transaction fee for a transaction

Functional Flow

- Navigate to portal.
- Select an invoice.
- Click on Pay
- Select the payment method as CC
- Check the payment amount to be paid.



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Surcharge is calculated based on the latest payment amounts entered

TOTAL OF SELECTED TRANSACTIONS 243.00 ADDITIONAL PAYMENT 0.00 DISCOUNTED AMOUNT 4.86 PAYMENT AMOUNT 238.14 TRANSACTION FEE 6.80 TRANSACTION PERCENTAGE 2.86

USD

Payment Method cc Edit Payment Methods

Make a Payment

Cancel

Pmt Note

NOTICE: THERE MAY BE A TRANSACTION FEE APPLIED TO COVER CREDIT CARD PROCESSING COSTS.

	Invoice	TranType	Display	Invoice Date	Due Date	PaySched	Payment Amount	Amount	Balance	CurrID	Days Past Due	View Activities	View Applications	Reason Code	InDispute	TotalPendPmt	Consolidated Inv
						Clear									Clear		
	S100118528.002	CM		1/15/2025	3/2/2025			-22.50	-13.59	USD	-13	0 Activities	1 Applications			-8.910	
	S100118529.002	CM		1/15/2025	3/2/2025			-22.50	-22.50	USD	-13	0 Activities	0 Applications			0.000	
	S100118530.002	CM		1/15/2025	3/2/2025			-90.00	-90.00	USD	-13	0 Activities	0 Applications			0.000	
	S100118531.002	CM		1/15/2025	3/2/2025			-112.50	-112.50	USD	-13	0 Activities	0 Applications			-450.000	
	S100118532.002	CM		1/15/2025	3/17/2025			-67.50	-67.50	USD	-28	0 Activities	0 Applications			0.000	
	C000094404.001	CR		1/16/2025				-41.00	-41.00	USD	0	0 Activities	0 Applications			0.000	
	S100118535.001	IN		1/17/2025	3/19/2025			153.00	-27.00	USD	-30	0 Activities	4 Applications			0.000	
☑	S100118537.001	IN		1/17/2025	3/19/2025		198.00	198.00	198.00	USD	-30	0 Activities	0 Applications			796.160	
☑	S100118542.001	IN		1/21/2025	3/23/2025		45.00	45.00	45.00	USD	-34	0 Activities	0 Applications			0.000	

ID	History	Status	Total	Fee	Base	Expected
STxId: 5m8o39x23evdugi30nlpr2q68 **MTxId:** invoiceid: s100118537.001 - timestamp: 2025-02-17t10:49:04.4353642z	**Created:** 4:18:59 pm **Last Updated:** 4:19:04 pm	Assigned	$194.04	$5.55	$4.63	$4.93
STxId: 4z5prlir4bjjsnd8d5buddkw0 **MTxId:** invoiceid: s100118542.001 - timestamp: 2025-02-17t10:49:04.3287106z	**Created:** 4:19:04 pm **Last Updated:** 4:19:04 pm	Assigned	$44.10	$1.25	$1.04	$1.28

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After amount is changed

TOTAL OF SELECTED TRANSACTIONS 70.00 ADDITIONAL PAYMENT 0.00 DISCOUNTED AMOUNT 0.00 PAYMENT AMOUNT 70.00 TRANSACTION FEE 1.97 TRANSACTION PERCENTAGE 2.81

USD

Payment Method cc Edit Payment Methods

Make a Payment

Cancel

Pmt Note

NOTICE: THERE MAY BE A TRANSACTION FEE APPLIED TO COVER CREDIT CARD PROCESSING COSTS.

	Invoice	TranType	Display	Invoice Date	Due Date	PaySched	Payment Amount	Amount	Balance	CurrID	Days Past Due	View Activities	View Applications	Reason Code	InDispute	TotalPendPmt	Consolidated
						Clear									Clear		
	S100118528.002	CM		1/15/2025	3/2/2025			-22.50	-13.59	USD	-13	0 Activities	1 Applications			-8.910	
	S100118529.002	CM		1/15/2025	3/2/2025			-22.50	-22.50	USD	-13	0 Activities	0 Applications			0.000	
	S100118530.002	CM		1/15/2025	3/2/2025			-90.00	-90.00	USD	-13	0 Activities	0 Applications			0.000	
	S100118531.002	CM		1/15/2025	3/2/2025			-112.50	-112.50	USD	-13	0 Activities	0 Applications			-450.000	
	S100118532.002	CM		1/15/2025	3/17/2025			-67.50	-67.50	USD	-28	0 Activities	0 Applications			0.000	
	C000094404.001	CR		1/16/2025				-41.00	-41.00	USD	0	0 Activities	0 Applications			0.000	
	S100118535.001	IN		1/17/2025	3/19/2025			153.00	-27.00	USD	-30	0 Activities	4 Applications			0.000	
■	S100118537.001	IN		1/17/2025	3/19/2025		50.00	198.00	198.00	USD	-30	0 Activities	0 Applications			796.160	
■	S100118542.001	IN		1/21/2025	3/23/2025		20.00	45.00	45.00	USD	-34	0 Activities	0 Applications			0.000	

	ID	History	Status	Total	Fee	Base	Expected	
+	**STxId:** 5m8o39x23evdugi30nlpr2q68 **MTxId:** invoiceid: s100118537.001 - timestamp: 2025-02-17t10:53:59.7729581z	**Created:** 4:18:59 pm **Last Updated:** 4:23:59 pm	Assigned	$50.00	$1.42	$1.18	$1.42	✓
+	**STxId:** 4z5prlir4bjjsnd8d5buddkw0 **MTxId:** invoiceid: s100118542.001 - timestamp: 2025-02-17t10:53:59.6607591z	**Created:** 4:19:04 pm **Last Updated:** 4:23:59 pm	Assigned	$20.00	$0.55	$0.47	$0.69	✓

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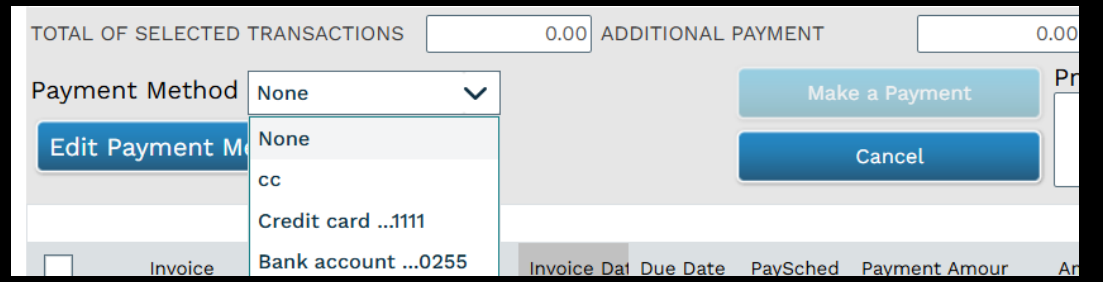
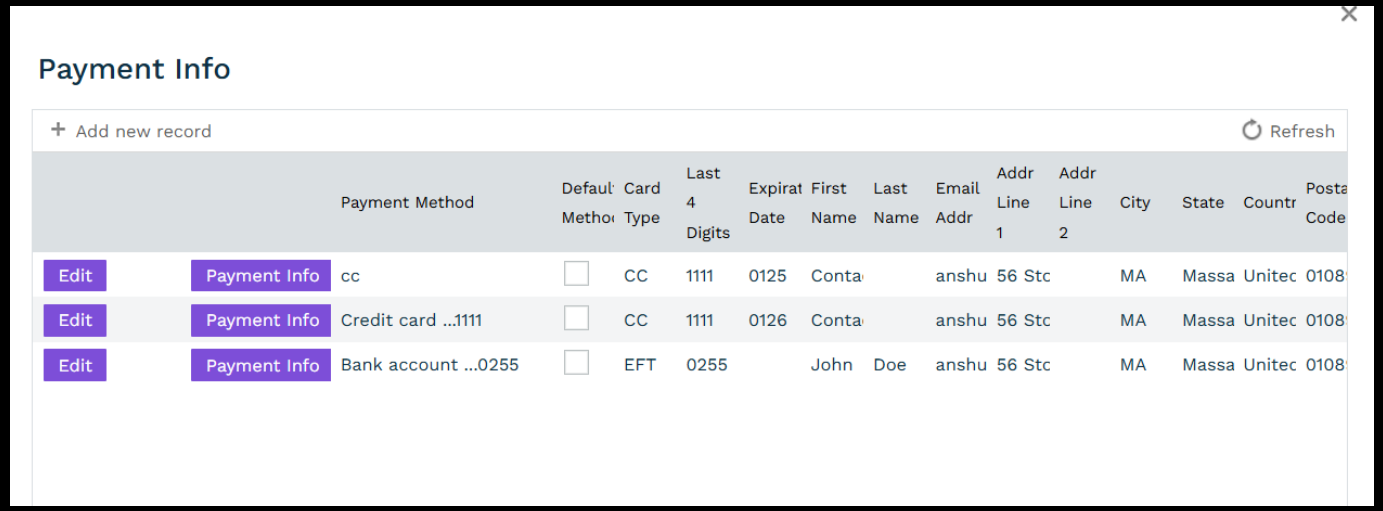
Payment method drop down will reflect Credit Card last four digits if Nickname is not added

If the user leaves the Nickname field blank while creating new payment method, the payment method name will be displayed as it appears in the Self Service portal.
For example – Credit Card …1111/Bank Account …2555.

Functional Flow

- Navigate to account details page.
- Add a new payment method without a “Nickname”.
- Save the payment method.
- Validate the payment method name in payment method dropdown and in the payment method info popup.





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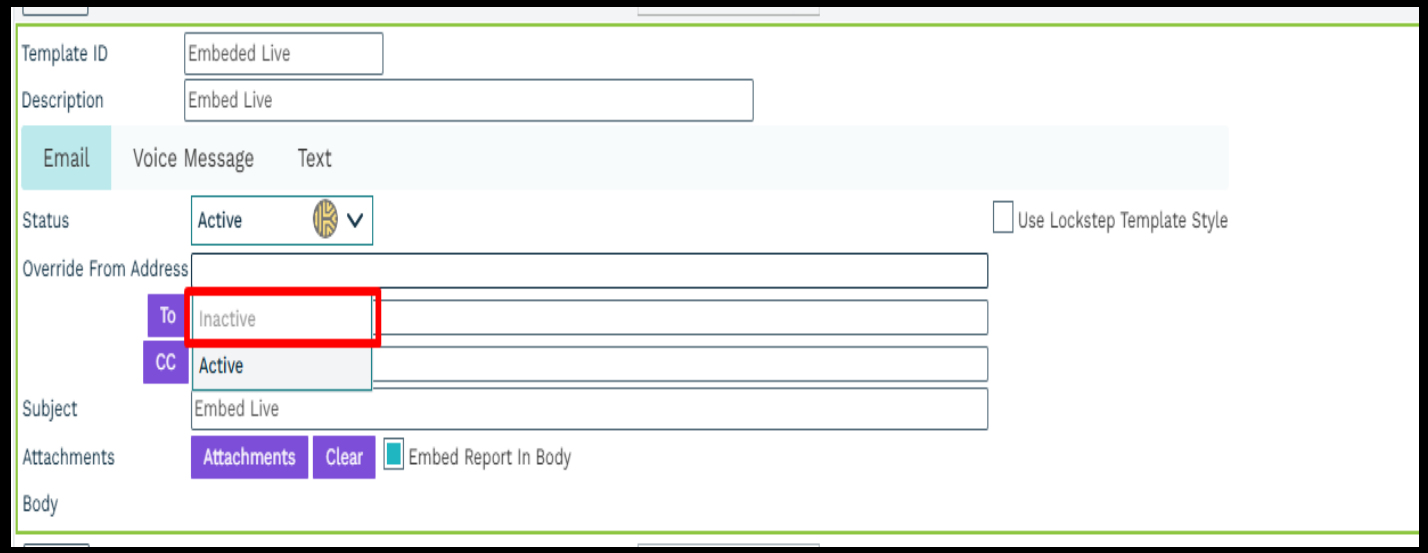
Communication Template Can not be made Inactive if it is used in Credit Class

After the fix, when a communication template is in use within a credit class, the option to mark it as inactive will be disabled. However, if the template is not being used anywhere, the option to set it as inactive will be enabled, allowing the user to deactivate it.

Functional Flow

- Navigate to Admin > Master Files > Communication Template
- Edit on Template



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Legacy to React Migration

Done

- Home
- Dashboard
- Messages Section
- Accounts Section
- Inquiries By User Section
- Admin Master Files Section (Activity Templates, Activity Types, Communication Template, Reason code, Report, Reporting Groups, Sales Rep, Message Settings)

Coming up in next few releases

- Admin Master Files Section (Company, Credit class, Customer,Users)
- Settings & Utilities

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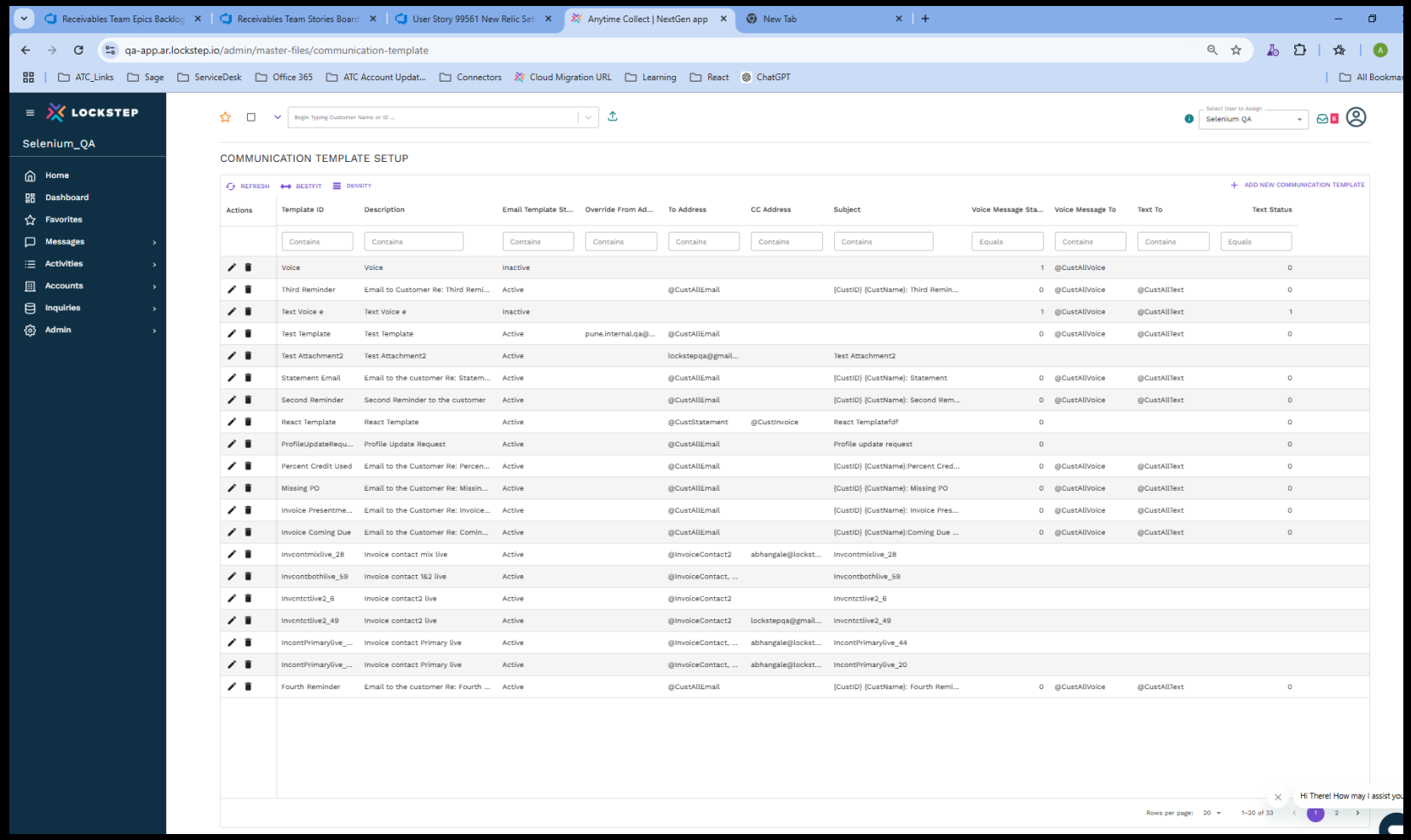
REACT : Communication Page

Functional Flow:

- Navigate to Admin > Master Files > Communication Template



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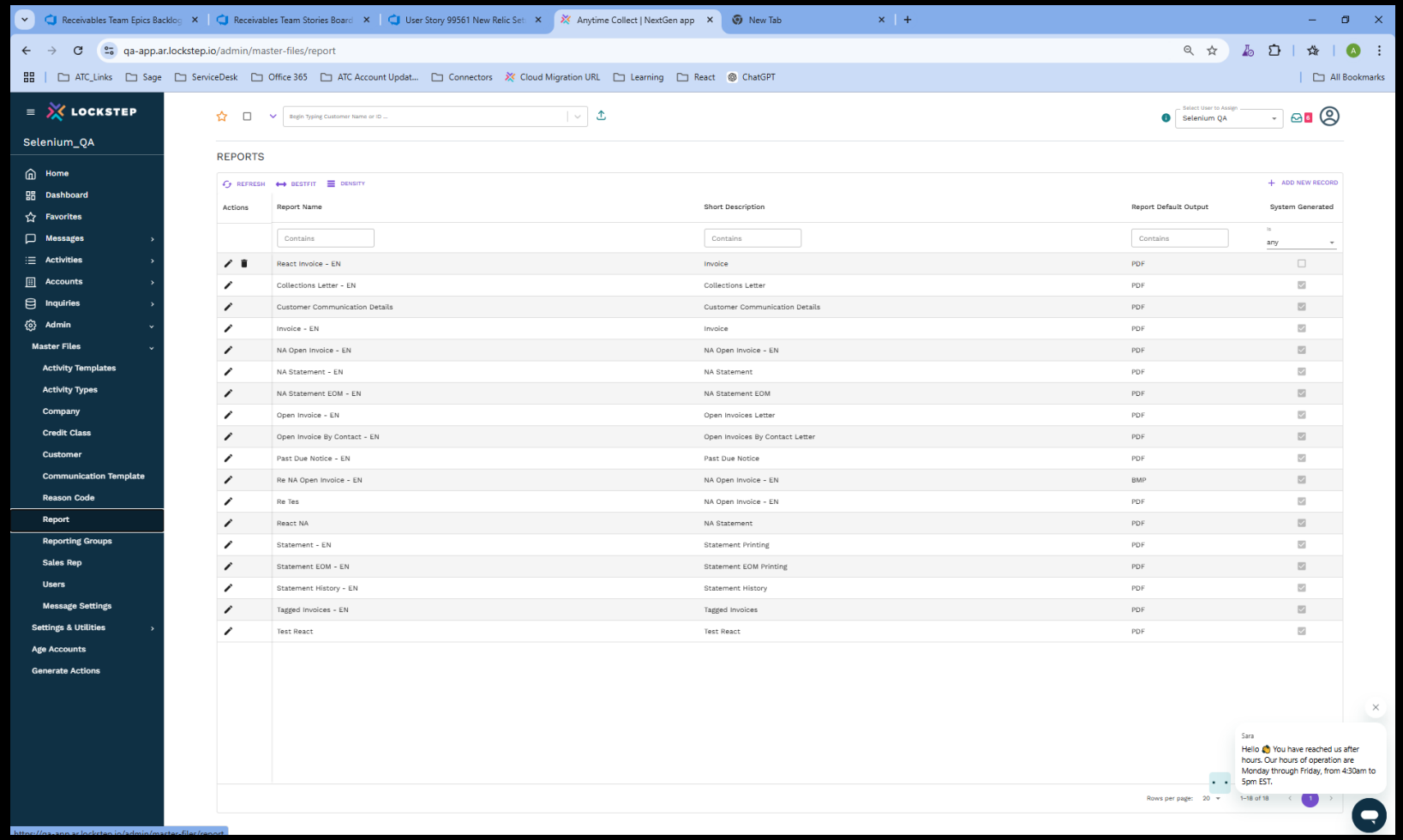
REACT : Reports

Functional Flow:

- Navigate to Admin > Master Files > Reports



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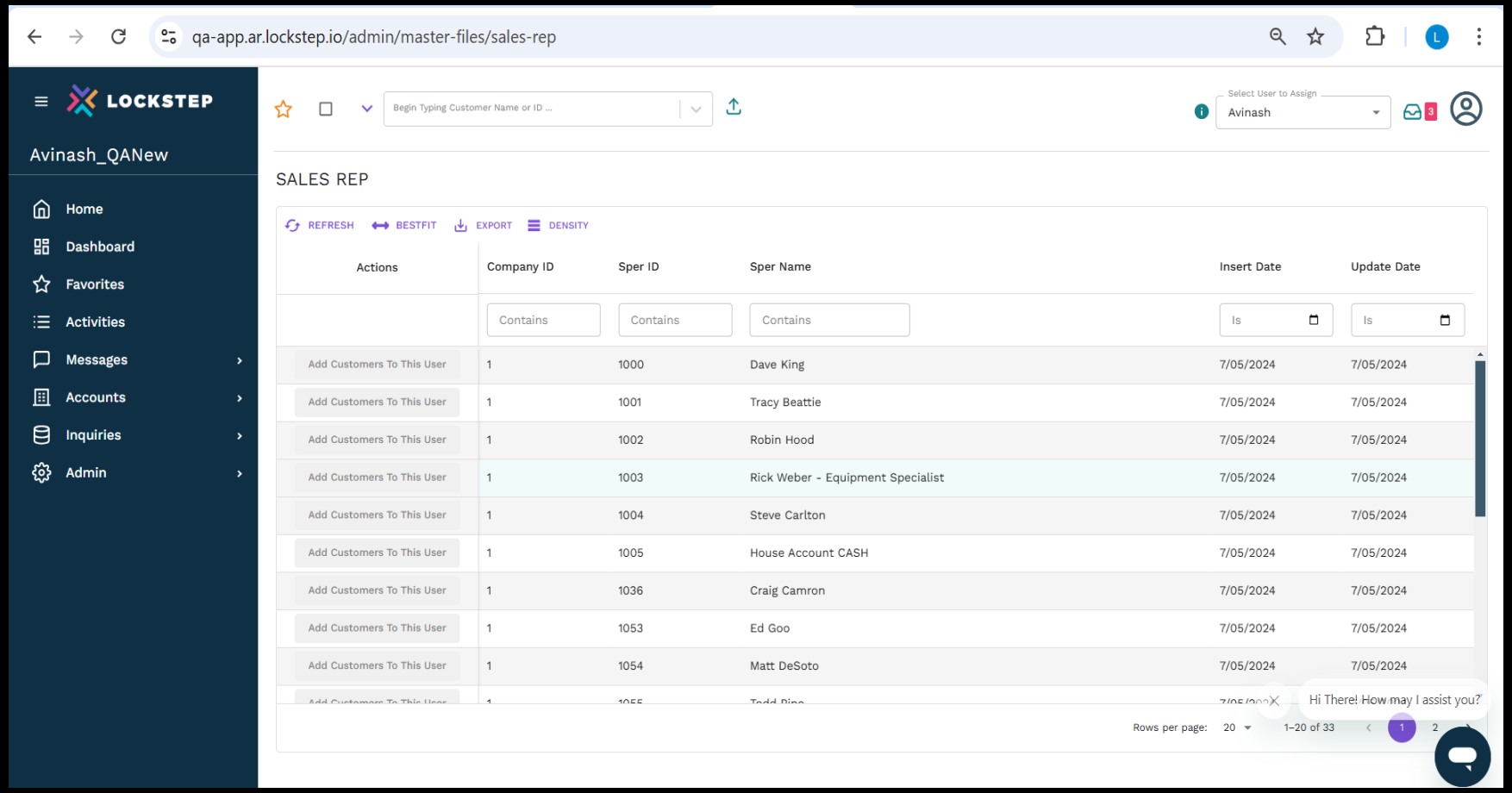
REACT : Sales Representative

Currently “Add Customers to this User” is disabled and will be included in future release. All other functionality will remain as is.

Functional Flow:

- Navigate to Admin > Master Files > Sales Rep



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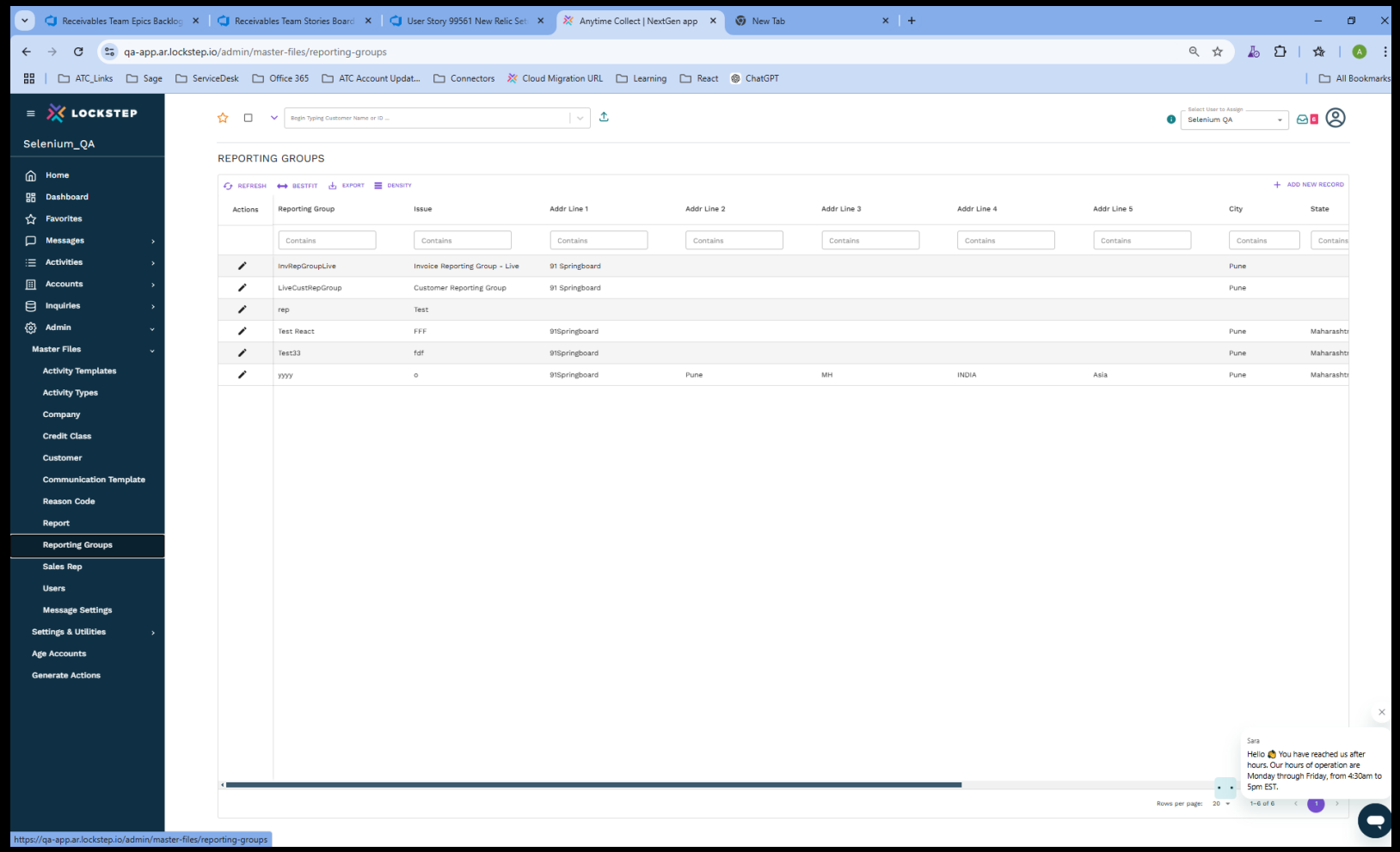
REACT : Reporting Groups

Functional Flow:

- Navigate to Admin > Master Files > Reporting Groups



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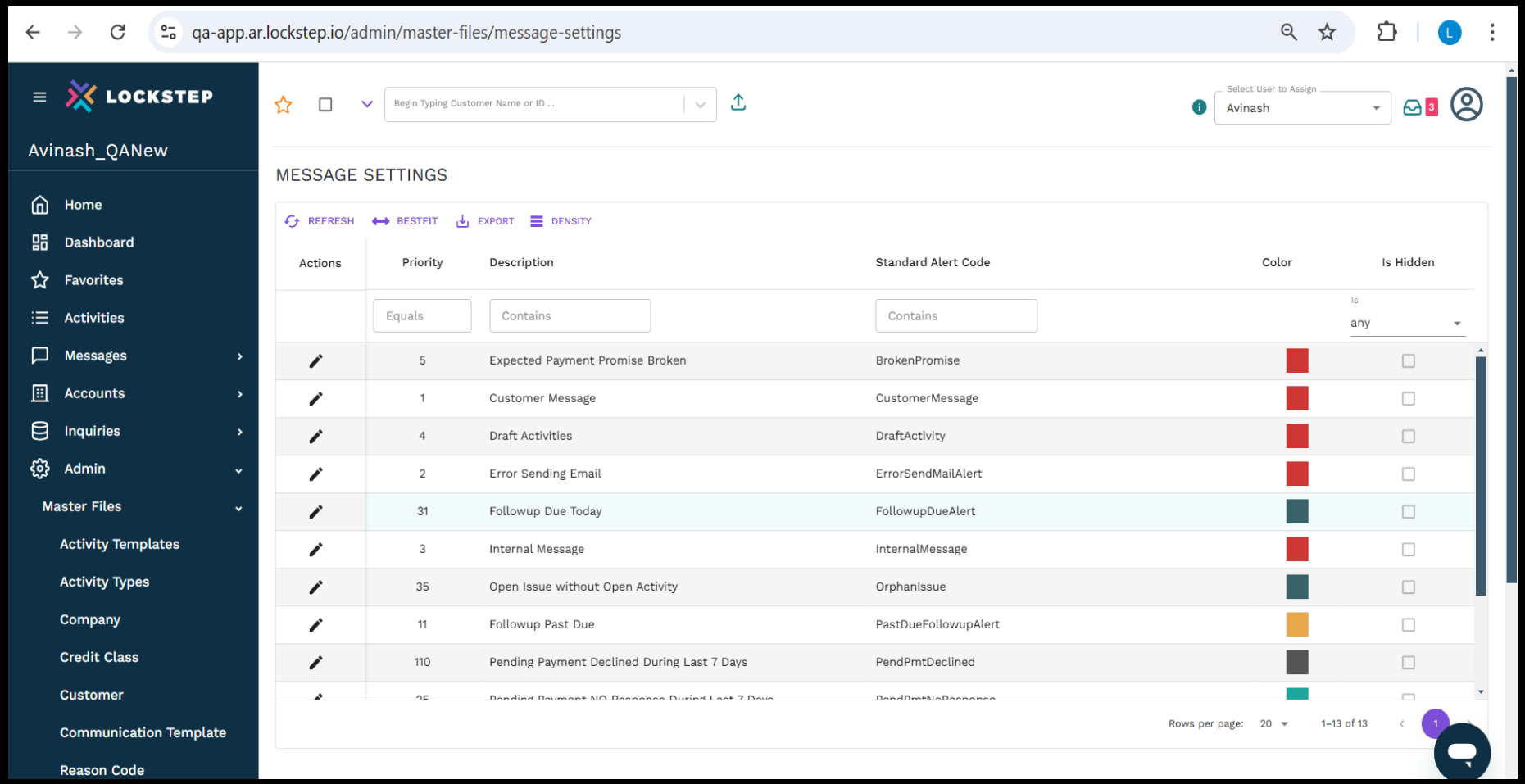
REACT: Message Settings

Functional Flow:

- Navigate to Admin > Master Files > Message Settings



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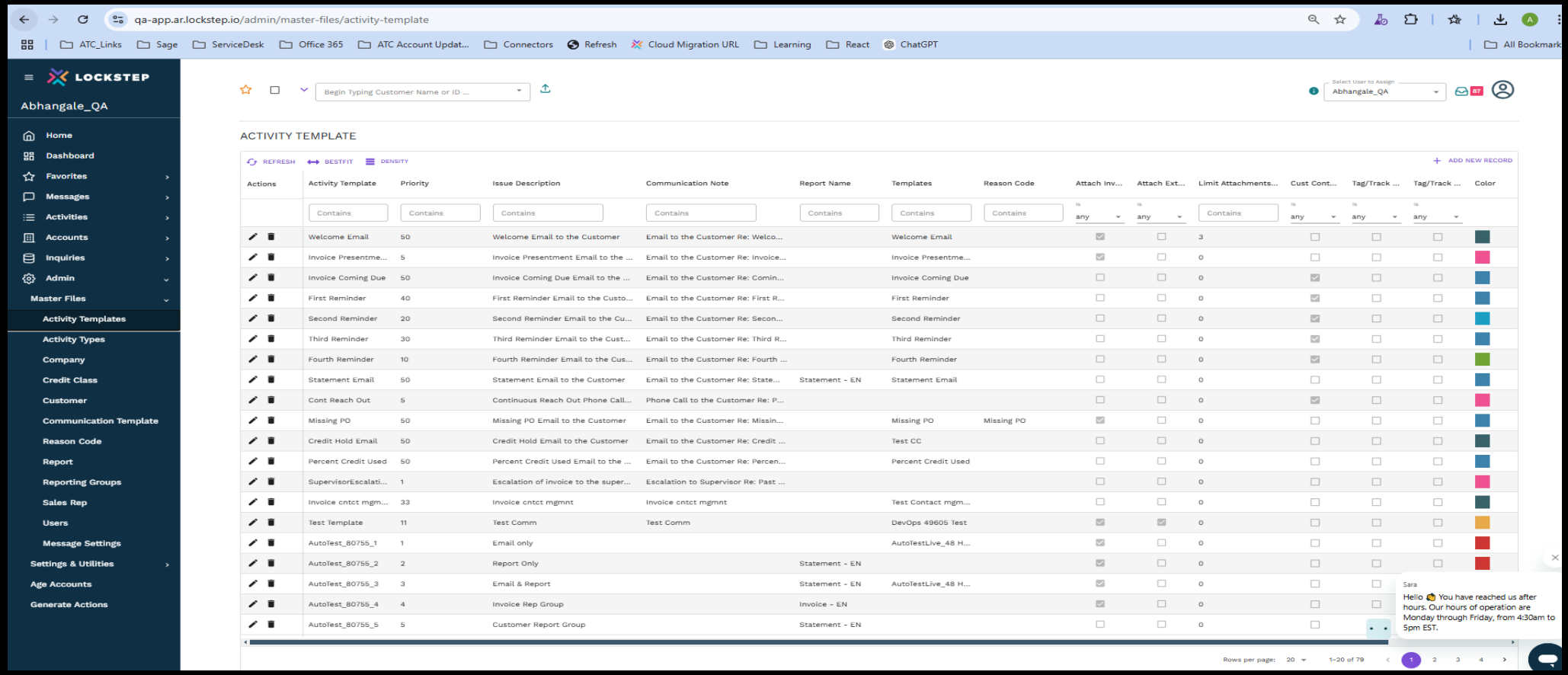
REACT : Activity Page

Functional Flow:

- Navigate to Admin > Master Files > Activity Template



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